

REPORTS INVENTORY

PREPARE IN DUPLICATE

SRD 152 B

1. TITLE OF REPORT (If a fill-in report include Form No.)

152B REC REQ. FOODS

2. TYPE OF REPORT	STATISTICAL
	NARRATIVE
	MACHINE-NAME LISTING

3. FUNCTIONAL AREA

PERSONNEL

TRAINING

ADMIN. GENERAL

LOGISTICS

SECURITY

OTHER (specify)

MEDICAL

FINANCE

4. NO. OF COPIES PREPARED

4

5. FREQUENCY (weekly, monthly, quarterly, etc.)

Monthly

6. DISTRIBUTION (No. of components not number of copies)

7. FORMAT (memorandum, form computer print-out, etc.)

8. ADP PROCESSING

YES IF YES GIVE ADP PROCESSING NO.

NO

9. DIRECTIVE AUTHORITY REQUIRING REPORT

10. PREPARING COMPONENT (include lowest level contributing information to report)

11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)

12. COST FACTORS

A. MANUAL PREPARATION AND REVIEW COSTS

GRADE	HOURLY RATE	X	HOURS PER REPORT	COST PER REPORT	X	TIMES PREPARED	=	COST PER YEAR
GS-06-3	4.21		57	2.40		12		28.80

B. COSTS OF COMPUTER PRODUCED REPORTS

			2.40	12		28.80
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TOTAL COSTS PER YEAR

357.60

COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.

13. FUTURE GOALS

14. PROPOSED BY COMPONENT FOR THIS REPORT

RETAIN AS IS

 OTHER (explain)

ESTIMATED SAVINGS

CHANGE

DISCONTINUE

DATE OF INVENTORY

27 OCT 1970

MAN-HOURS

DOLLARS

STAT